

**DUTY STATEMENT**

DFW 242A (REV. 03/18/14)

☐ **CURRENT**

<b>INSTRUCTIONS:</b> A duty statement and organizational chart must be submitted with each Request for Personnel Action, Form 242	EFFECTIVE DATE
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DFW DIVISION/BRANCH/REGION/OFFICE WFD / FB <b>E-FB 20-023</b>	POSITION NUMBER (Agency-Unit-Class-Serial) 565-033-0176-002
UNIT NAME AND LOCATION Fish Health Lab	CLASS TITLE Veterinarian Specialist (Gen)
INCUMBENT	CURRENT POSITION NUMBER (Agency-Unit-Class-Serial) 565-033-0176-002

**BRIEFLY DESCRIBE THE POSITION'S ORGANIZATION SETTING AND MAJOR FUNCTIONS**

Under the general guidance of the Research Scientist Supervisor II, the incumbent will:

PERCENTAGE OF TIME PERFORMING DUTIES	INDICATE THE DUTIES AND RESPONSIBILITIES ASSIGNED TO THE POSITION AND THE PERCENTAGE OF TIME SPENT ON EACH. GROUP RELATED TASKS UNDER THE SAME PERCENTAGE WITH THE HIGHEST PERCENTAGE FIRST. (USE THE REVERSE SIDE IF NECESSARY.)
<b>30%</b>	<p><b><u>ESSENTIAL FUNCTIONS:</u></b></p> <p>Serve as veterinary medical support at Department anadromous and freshwater fish hatcheries for the prevention, diagnosis, and treatment of fish health and diseases. Conduct examinations and necropsies (animal autopsies) on sick and dying fish, collect and submit tissues and blood samples for laboratory tests. Interpret results of laboratory tests and provide appropriate treatment and/or prescription, maintain client-patient veterinary records, and conduct follow-ups as necessary. Provide education and instruction to Department hatchery personnel on the usage of chemical and drug treatments. Establish fish health management and biosecurity plan with Department hatcheries to minimize future disease outbreaks. Plan, organize, conduct applied management research, disease surveillance and field investigations into causes of aquatic animal diseases statewide. Investigate disease of wild fish collected by anglers, environmental scientists, or during formal surveys. Oversee investigations in challenging aquatic animal disease cases, Plan and coordinate Department's responses to mortality events for aquatic species. Maintain federal permits required for legal investigation and research of disease and mortality of endangered and threatened aquatic species. Respond to inquiries from the public, as well as federal, state, and local government agencies, organizations and universities regarding aquatic animal health concerns. Organize meetings, workshops, and presentations for the Department's personnel, other state and feral agencies personnel, conservation organizations, and students. Participate in the development, training, and implementation of Department's aquatic animal health policies and programs relating to the management and restoration of aquatic animal species. Provide state wide veterinary support for the aquaculture industry.</p>
<b>20%</b>	<p>Serve as Department aquatic animal pathology support by collaborating with veterinarians at University of California, Davis, and with other fish pathologists at the US Fish and Wildlife Service at the California Nevada Fish Health Center. Perform necropsies on aquatic animal carcasses and direct and coordinate the collection, preparation, and submission of tissue specimens to independent laboratories for diagnostic analysis. Prepare technical reports on the findings. Plan and direct the collection and submission of biological samples taken from aquatic animal species handled by Department field personnel and wildlife researchers. Prepare technical reports on applied management research of infectious diseases, and nutritional problems involving aquatic wildlife. Develop and administer contracts with entities</p>

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<b>20%</b>	<p>such as University of California and the Washington Animal Disease Diagnostic Laboratory (WADDL) regarding diagnostic analysis of biological samples collected from wildlife species and research of wildlife disease problems. Maintain a professional, cooperative working relationship with University researchers.</p> <p>Provide veterinary oversight of all drug and chemical use in veterinary practice at Department fish hatcheries. Coordinate this activity with Fish Health Lab research scientists and supervisor, and hatchery managers. Ensure that all drug and chemical use at state hatcheries complies with state and federal laws. Serve as INAD (Investigation of New Animal Drugs) monitor at state facilities using drugs and chemicals on aquatic animals under authority of an INAD. Provide counsel on the legal use of drugs and chemicals in aquatic animals to the aquaculture industry. Develop and implement protocols for the testing and use of new drugs and chemicals to control aquatic animal diseases. Attend meetings, conferences, workshops, and training sessions, to maintain up-to-date knowledge regarding legal drug use in aquatic animal species. Serve as state liaison with US Fish and Wildlife Service and the US Food and Drug Administration in regard to the research and development of new drugs and chemicals critical to the management of aquatic animal species in the State of California. Provide instructions on the safe use of drugs and chemicals to research scientists, hatchery personnel, and environmental scientists.</p>
<b>15%</b>	<p>Provide veterinary support to Department research scientists with regard to the diagnosis and treatment of disease in aquatic animals. Provide leadership, training, and mentoring to Fish Health Lab personnel, fish hatchery personnel, and Department environmental scientists regarding disease therapies, modification of fish culture practices, and/or wildlife management strategies, to minimize the effects of diseases. Provide statewide veterinary diagnostic services to state, federal, and private commercial aquaculture facilities. Conduct health monitoring and pathogen testing for disease certification of fish in Department hatcheries. Ensure that instate shipment of aquatic animals by the Department meet the health certification requirements of the receiving state(s).</p>
<b>10%</b>	<p>With the Research Scientist Supervisor, Fish Health Lab, provide veterinary health certification review for all live aquatic animals imported into the State of California, for aquaculture and food markets, to ensure that all such legally imported aquatic animals meet State of California health certification requirements. Provide statewide veterinary oversight for the registration of aquaculture facilities to ensure that aquatic animal health concerns of the Department are addressed by the California aquaculture industry.</p>
<b>5%</b>	<p><b><u>NON-ESSENTIAL FUNCTIONS:</u></b></p> <p>Review legislation, regulations, and policy. Make recommendations to the Department and the aquaculture Disease Committee.</p> <p><b>KNOWLEDGE AND ABILITIES:</b></p> <p><b>Knowledge of:</b> Animal science; bacteriology; biochemistry; biology including basic concepts of microbiology and virology; current issues and literature of subject-matter area; epidemiology; laws, rules, and regulations as related to veterinary programs; parasitology; pathology; pharmacology; physiology; public health; toxicology; veterinary emergency response; and veterinary medicine; chemistry including basic concepts of analytical chemistry; conservation biology; data collection, coding, and processing; ecology; financial</p>

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	<p>management and program budget administration; hazardous substances; immunology and serology; project management; research methodology, interpretation and reporting; and technical scientific documentation.</p> <p><b>DESIRABLE QUALIFICATIONS:</b> Research degree in animal health sciences (aquatic animal medicine, or closely related field). Experience and/or employment as a fish pathologist, Publications in peer reviewed journals which highlight aquatic animal medicine. Willingness to work unusual hours and travel extensively.</p> <p><b>Additional Desirable Qualifications:</b> Possession of a valid driver license of the appropriate class issued by the Department of Motor Vehicles; a Master's Degree in Wildlife Management, a post D.V.M. Master's Degree or Board Certification in a specialty area of veterinary medicine or a Ph.D. in a related field.</p> <p><b>Skill to:</b> Plan, organize, and possibly lead a complex statewide disease veterinary program; lead field investigations; consult with and advise entry level through managing veterinarians related to aquatic animal Medicine; conduct and/or oversee research by contractors into the causes of health problems of aquatic animals; study unusual or exotic diseases; develop new or improved measures to control or eradicate diseases; prepare scientific articles and other training and outreach material for publication; consult with other agencies and institutions involved in related research; write reports and technical publications; testify as experts; review legislation, regulations, and policy and make recommendations; and represent the Department in contacts with other government agencies, and/or with professional and business organizations.</p> <p><b>Special Personal Characteristics:</b> Ability to work independently</p> <p><b>Interpersonal Skills:</b> Excellent written and verbal communications skills</p> <p><b>WORKING CONDITIONS:</b> Statewide in field, fish hatchery, and laboratory locations.</p>	
<b>SUPERVISOR'S STATEMENT: I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE.</b>		
<b>PRINT SUPERVISOR'S NAME</b> Mark Adkison, Ph.D.	<b>SUPERVISOR'S SIGNATURE</b>	<b>DATE</b>
<b>EMPLOYEE'S STATEMENT: I HAVE DISCUSSED WITH MY SUPERVISOR THE DUTIES OF THE POSITION AND HAVE RECEIVED A COPY OF THE DUTY STATEMENT.</b> <b>I HAVE READ AND UNDERSTAND THE DUTIES AND ESSENTIAL FUNCTIONS OF THE POSITION AND CAN PERFORM THESE DUTIES WITH OR WITHOUT REASONABLE ACCOMMODATION.</b>		
<b>PRINT EMPLOYEE'S NAME</b>	<b>EMPLOYEE'S SIGNATURE</b>	<b>DATE</b>